

AUCTION TERMS AND CONDITIONS

The U.S. Embassy, Tirana, Albania is selling surplus property via web based online auction.

Surplus Property is being sold according to the regulations of the U.S. Department of State. Each lot has an assigned unique number (lot number), detailed description, condition, functionality and various photos.

The U.S. Embassy in Tirana provides no warranty on the purchased items. They are for sale as-is. The items cannot be returned or refunded.

Surplus Property is sold via online web auction application at the following website: U.S. Embassy Online Auction (<https://online-auction.state.gov/en-US>).

You must be 18 years old to participate in the online auction. Each participant must create an account at "US Embassy Online Auction" (<https://online-auction.state.gov/en-US>). Each account should consist of valid email address and a valid phone number. For information about protecting your personal data, check our privacy policy at "US Embassy Online Auction" (<https://online-auction.state.gov/en-US>).

SPECIAL REQUIREMENTS FOR U.S. CITIZEN EMPLOYEES: U.S. citizen employee and their relatives may participate in competitive, publicly advertised sales of property authorized for disposal, provided the employee certifies in writing: (1) That the property is for the employee's personal use; (2) That the employee will not sell the property during the employee's tour at the post except to another U.S. Government citizen employee who will make a similar written certification; (3) That, if at the end of the employee's tour, the employee sells such property to persons not having duty-free privileges, the employee will certify, in writing, to the property disposal officer that any local taxes and other obligations have been satisfied.

AUCTION: Each auction will be activated for a period of time clearly stating the start and end date. This information is available on the information panel of the web application. Usually it will be active from Monday through Friday lasting two weeks. During this period you can actively take part and submit your bid for the surplus property.

Maximum number of bids on one lot is stated at each lot. Increasing your bids is possible only in Albanian lek. During the auction you should monitor your bids so you can make adjustments based on priced developments. After the auction has been closed, the system will automatically evaluate the highest bids and will send the winner a notification by email. In case you have made the highest offer and did not receive the email informing you about the fact, please contact us at TiranaAuction@state.gov. In some cases you will be contacted by the auction managers.

HOW TO PAY AND PICK UP YOUR ITEMS: Payment and items pick up needs to be done in the scheduled time period. This and all other information can be found at the auction web site: "US Embassy Online Auction" (<https://online-auction.state.gov/en-US>) in the "Winners Info" section.

Payment for your items is possible only by bank money transfer to the Embassy bank account:

INTESA SANPAOLO BANK ALBANIA
ACCOUNT NAME: DISBURSING OFFICER C/A LEK
Acct. Nr: 2007531801
IBAN: AL93208110080000002007531801

1. In the item "Transaction Details" fill in word "Auction", Unique Identification Number (UID) (for example, **TIA0001-000852**) which can be found at "Winners Info" auction website section and lot numbers you're paying for (for example, **Lot 1; 4; 10, etc.**).
2. In the item "Amount" fill in the total amount in the local currency of your bid(s).

In case you have bid and won more than one item you can pay the total amount due of all items in one payment but all lot items must be identified as described in item 1 above. Items can be retrieved only when successful payment has been received. Receipt of payment is considered complete when money reaches the U.S. Embassy bank account.

Note: It could take more than one day to transfer money from your bank to the U.S. Embassy bank. It will not be possible to pick up your items if your payment is not indicated on the U.S. Embassy bank account.

Pickup: In order to retrieve your items, you must present the original receipt of bank money transfer with all required details included in the payment paragraph above or a printed version of the Internet banking money transfer.

Any paid items that are not picked up during the scheduled time frame will be disposed of, and there will be no possibility for their retrieval. In special cases or circumstances, you may arrange a different pick-up date and time by contacting the auction managers at TiranaAuction@state.gov.

After successful confirmation of payment for your items, our staff will move your items out to the front of the storage building. From that time on, you are the owner of your merchandise. You will have the full responsibility for subsequent handling procedures and removal from Embassy property in a timely manner. If items are not removed in a timely manner they may be considered abandoned and disposed of.

IDENTIFICATION: Every winner in the auction should present an identification document.

CUSTOMS FEES AND DUTIES: The buyer is responsible for the payment of any customs fees and duties due to the Government of Albania.

NOTE: PRICES OFFERED SHOULD BE IN "NEW" ALBANIAN LEK.